



MERMAID MARITIME PUBLIC COMPANY LIMITED

บริษัท เมอร์เมด มารีไทม์ จำกัด (มหาชน)

(Reg. No. 0107550000017)

26/28-29, 9th Floor Orakarn Bldg., Soi Chidlom, Ploenchit Road,
Lumpinee, Pathumwan, Bangkok 10330, Thailand.

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GENERAL GUIDELINES FOR SHAREHOLDER PARTICIPATION AT THE COMPANY'S ANNUAL GENERAL MEETING OF SHAREHOLDERS NO. 01/2022 ("AGM")

Your entitlement to vote is based on the number of your Shares in the Company as at 5:00 p.m. (Singapore time), 30 March 2022.

Due to the ongoing novel coronavirus (Covid-19) pandemic and travel restrictions imposed by the relevant government authorities in Singapore and Thailand, please also refer to the Special Guidelines for Shareholder Participation at the Company's AGM (Attachment No. 1B) ("Special Guidelines").

1. IF YOU HOLD SHARES IN THE COMPANY THROUGH THE CENTRAL DEPOSITORY (PTE) LIMITED ("CDP")

Under the laws of Thailand, only a person who is a registered shareholder of the Company may attend and vote at the AGM. Since your Shares are held through your Securities Account with CDP, CDP is the registered shareholder of your Shares.

You can therefore participate, either through giving instructions to CDP (Option A), or by withdrawing your Shares out of CDP (Option B). See below.

OPTION A: You can exercise your vote through CDP by completing and returning to CDP your Voting Instruction Form. CDP will appoint a proxy to attend the AGM and vote pursuant to your instructions. **All CDP-based shareholders will receive a Voting Instruction Form by mail.**

If you choose Option A, please complete the Voting Instruction Form and mail or hand deliver it to CDP or e-mail it to the Company at ir@mermaid-group.com by no later than **5:00 p.m. (Singapore time) on 19 April 2022**. In the event that your Voting Instruction Form is not received by the said deadline, CDP and/or the Company shall have the right to decline the registration of your votes.

OPTION B: Transfer your Shares out of the CDP system and register those Shares in your own name with the Company no less than two (2) business days prior to the AGM. This process for withdrawal takes three (3) to five (5) business days. **Important Note:** If you withdraw your shares out of the CDP system, you will have to bear all costs of transfer, and you will not be able to trade in your Shares on the SGX-ST until you deposit your Shares back into the CDP system.

If you choose Option B, please contact our Singapore Share Transfer Agent for further details and assistance at:

Boardroom Corporate & Advisory Services Pte. Ltd.,
1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632.

Tel: (+65) 6536-5355 Fax: (+65) 6438-8710

After you are registered as a shareholder on record with the Company, you can either participate in person or appoint a proxy to attend and vote on your behalf. Our Singapore Share Transfer Agent will provide you with the relevant proxy forms upon your registration. In this case, section 2 (below) will apply to you.

2. **IF YOU HOLD SHARES DIRECTLY WITH THE COMPANY (SHAREHOLDER ON RECORD)**

If you are a direct shareholder with the Company (your Shares are not held through your securities account with CDP, or if you have exercised Option B above), then you can attend the AGM and vote in your capacity as a shareholder, either in person or by proxy. In terms of proxy voting, you must appoint Mr. Prasert Bunsumpun who shall be the Chairman of the AGM to act as your proxy and to direct your votes at the AGM. The instrument appointing a proxy must be delivered to the Chairman of the AGM or a person entrusted by the Chairman at the AGM prior to the start of the AGM.

Submission of proxies by e-mail to the Company at ir@mermaid.group.com by no later than **5:00 p.m. (Singapore time) on 19 April 2022** shall also be accepted.

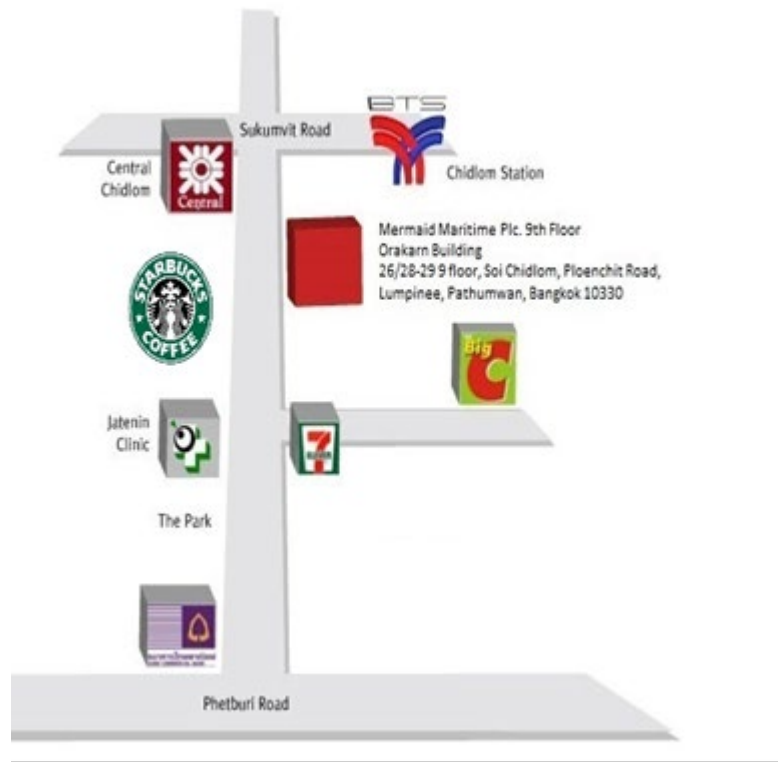
In the event that you plan to attend the AGM in person, please also refer to Paragraph 3 of the Special Guidelines regarding the requirement to pre-register for the AGM.

3. **MEETING DETAILS & LOCATION MAP**

TIME: 2:00 P.M. (Bangkok time)

DATE: Tuesday, 26 April 2022

VENUE: Arabian Sea Room, No. 26/14, 5th Floor, Orakarn Building, Soi Chidlom, Ploenchit Road, Lumpinee, Pathumwan, Bangkok 10330, Thailand.



To view the location on Google Maps, please open the camera application on your mobile phone and direct it at the QR code below.



SPECIAL GUIDELINES FOR SHAREHOLDER PARTICIPATION AT THE COMPANY'S ANNUAL GENERAL MEETING OF SHAREHOLDERS NO. 01/2022 ("AGM")

Due to the ongoing novel coronavirus (Covid-19) pandemic and travel restrictions imposed by the relevant government authorities in Singapore and Thailand, Mermaid Maritime Public Company Limited ("Mermaid" or the "Company") kindly requests the co-operation of all shareholders and all other participants to comply with the following:

1. EXERCISE OF VOTING RIGHTS BY APPOINTMENT OF PROXY

All shareholders listed in the register of the Company or whose securities account with CDP holds shares of the Company as at 5:00 p.m. (Singapore time) on 30 March 2022 ("Eligible Shareholders") are advised to exercise their right to vote at the AGM by either submitting proxy forms with directions to vote or by submitting voting instructions to CDP. Please refer to the General Guidelines for Shareholder Participation at the AGM (Attachment No. 1A) ("General Guidelines").

2. SUBMISSION OF QUESTIONS BY SHAREHOLDERS BEFORE THE AGM

- 2.1 All Eligible Shareholders are permitted to submit any questions for the AGM in advance ("Submissions").
- 2.2 Submissions for the AGM shall be delivered either by mail to: **Boardroom Corporate & Advisory Services Pte. Ltd.**, 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632 or electronically by e-mail to the Company at ir@mermaid-group.com by no later than **5:00 p.m. (Singapore time) on 19 April 2022.**
- 2.3 All Submissions shall : (a) state the name, address and CDP Securities Account number of the Eligible Shareholder; (b) include questions in bullet point form in the English language, either in handwriting or in typewritten format; and (c) include a phone number in case we need to contact you for verification purposes.
- 2.4 In the event that the Company does not receive your Submission by the deadline in Paragraph 2.2 above, or if the instructions at Paragraph 2.3 above has not been followed for any reason, the Company is entitled to disregard your Submission.
- 2.5 The Company shall publicly address substantial queries with reference to the Submissions from Eligible Shareholders at the AGM via the Company's website, through live webcast, and on SGXNet.

3. PRE-REGISTRATION FOR THE AGM

- 3.1 Eligible Shareholders who are direct shareholders with the Company i.e. your shares are not held through your securities account with CDP or if you had exercised Option B in the General Guidelines (“Shareholders On Record”) shall be eligible to attend the AGM and vote in your capacity as a shareholder, in person or by proxy.
- 3.2 As per Paragraph 2 of the General Guidelines, in terms of proxy voting, Eligible Shareholders must appoint Mr. Prasert Bunsumpun who shall be the Chairman of the AGM to act as your proxy and to direct your votes at the AGM.
- 3.3 All Shareholders On Record who plan to attend the AGM in person are advised to pre-register their attendance. This is to better manage the number of attendees.
- 3.4 To pre-register attendance at the AGM, please notify the Company either by mail to: **Boardroom Corporate & Advisory Services Pte. Ltd.**, 1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632 or electronically by e-mail to the Company at ir@mermaid-group.com by no later than **5:00 p.m. (Singapore time) on 19 April 2022**.
- 3.5 In the event that the Company does not receive your pre-registration by the deadline in Paragraph 3.4 above, the Company is entitled to not allow you entry to the AGM should there be insufficient seats available or if the number of attendees exceeds health and safety measures in place as determined by the Company in line with applicable laws, regulations and guidelines from the relevant authorities.
- 3.6 All Eligible Shareholders who pre-registered pursuant to Paragraph 3.4 shall be notified at least three (3) working days prior to the AGM of the number of expected attendees.
- 3.7 As an additional precaution, it is recommended that persons under 5 and over 70 years of age should not attend the AGM. Those with pre-existing health conditions should also not attend the AGM.

4. **DURING THE AGM**

- 4.1 As a social distancing measure, the meeting venue shall be organized to reduce crowding of attendees. Seats in the venue shall be placed at least one meter apart from one another. In the event the number of persons exceed 10 per room (or any larger amount as the Chairman of the meeting may consider appropriate having regard to the size of the room and other precautionary measures in place), the Company shall arrange for various venues within the same building to separate attendees and video-links shall be provided.
- 4.2 The Company shall carry out the following precautionary measures for all attendees:
 - i. Temperature checks and other health screening measures shall be conducted prior to entering the venue. All attendees shall also sign a health declaration form and provide their travel history during the preceding 14 days and contact details.
 - ii. The Company shall provide all attendees with access to sanitizers and face masks. After the AGM, light refreshments shall be distributed in individual packed boxes.

iii. The Company reserves the right to turn away attendees who are or appear unwell along with those with travel history to certain country/regions 14 days preceding the AGM.

5. **LIVE WEBCAST OF THE AGM**

5.1 At the date and time of the AGM, a live webcast shall be made accessible to all Eligible Shareholders for viewing.

5.2 For access to the live webcast, Eligible Shareholders should contact Boardroom Corporate & Advisory Services Pte. Ltd. at Tel: (+65) 6536-5355 Fax: (+65) 6438-8710 or the Company at ir@mermaid-group.com by no later than **5:00 p.m. (Singapore time) on 19 April 2022.**

5.3 In the event that you have not requested for access to the live webcast registration by the deadline in Paragraph 5.2, the Company is entitled to not provide you access to the live webcast.

6. **SINGAPORE SHAREHOLDERS FORUM**

6.1 To provide equal participation opportunity for all shareholders, each year the Company organizes a Shareholders Forum in Singapore. At this event, the Company's shareholders, particularly those based in Singapore, would be given the opportunity to meet with Board members and key executives of the Company. At each Shareholders Forum, the Company delivers a presentation to update shareholders on the Company's progress over the past year and provide adequate time to shareholders to address queries and concerns about the Company.

6.2 The Company shall make an announcement via SGXNet in due course regarding its next Shareholders Forum in Singapore.

Note: Mermaid reserves the right to update this Participation Guideline or to adopt alternative protocols at any time prior to or during the AGM depending on the further development of the Covid-19 pandemic and/or government or international health organization directives or recommendations, always in the best interest of promoting shareholder participation and the health and safety for all concerned.